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ASSESSMENT CENTERS

10-1

Bycio, Peter, June Hahn and Kenneth M. Alvares.
Situational specificity in assessment center ratings: a confirmatory factor analysis. Journal of applied psychology, 72:463-474, August 1987.
Descriptors: *Assessment centers--Research / *Executives--Evaluation--Research.

10-2

Gaugler, Barbara B. and others.
Meta-analysis of assessment center validity. Journal of applied psychology, 72:493-511, August 1987.
Descriptors: *Assessment centers--Evaluation.

ATTITUDE SURVEYS

10-3

Attitude surveys: organization and managerial assessment? Management solutions, 32:5-11, September 1987.
Descriptors: *Attitude surveys.

CAREER STAFFING

10-4 S/C

Ballew, P. Jefferson.
Courts, psychologists, and the EEOC's Uniform Guidelines: an analysis of recent trends affecting testing as a means of employee selection. Emory law journal, 36:203-252, Winter 1987.
Descriptors: *Selection--Cases / *Tests--Cases / *Psychologists / *Griggs v. Duke Power Company / *Test validity--Cases.

10-5

Cowan, Valerie M.
The utility of skills inventories in co-op placements. Journal of cooperative education, 23:55-62, Spring 1987.
Descriptors: *Selection / *Work-study programs / *Skills inventory.

10-6

Mactaggart, R. V.
Legions and cohorts: work force mobility and stability. Optimum (Canada), 18:7-43, no. 1 1987.
Descriptors: *Career staffing--Research / *Mobility, Occupational--Research / *Tenure--Research.

10-7

Ray, Susie R. and Anna Lynn Bell.
Co-op week: a venture in academic and corporate learning. Journal of cooperative education, 23:72-75, Spring 1987.
Descriptors: *Recruitment / *Work-study programs.

CIVIL SERVICE, FEDERAL

10-8 Ie613 .Un58f

U.S. General Accounting Office.
Agencies need to make greater use of employee suggestion programs. Briefing report to the Honorable John Kasich, House of Representatives. Washington, 1987. 22p. (B-223262) (GAO/GGD-87-44BR)
Descriptors: *Suggestion systems / *Incentive awards / Federal government.

COMMUNICATION

10-9

Cottier, Roy T.
Communications--a management strategy, not a profesional technique. Vital speeches of the day, 53:556-559, July 1, 1987.
Descriptors: *Communication in management.

10-10

Giacalone, Robert A. and Stephen B. Knouse.
Reducing the need for defensive communication. Management solutions, 32:20-25, September 1987.
Descriptors: *Communication.

COMPENSATION

10-11

Brossy, Roger and Douglas G. Shaw.
Using pay to implement strategy. Management review, 76:44-48, September 1987.
Descriptors: *Incentive pay--Case studies.

10-12

Ellig, Bruce R.
Strategic pay planning. Compensation and benefits review, 19:28-43, July-August 1987.
Descriptors: *Compensation administration / *Pay--Planning.

10-13

Freed, David H.
Employer-subsidized meals: calculating the cost. Compensation and benefits review, 19:54-61, July-August 1987.
Descriptors: *Fringe benefits--Costs / *Food services--Costs.

10-14

Hill, Diane B.
Employer-sponsored long-term disability insurance. Monthly labor review, 110:16-22, July 1987.
Descriptors: *Insurance, Disability--Administration.

10-15

Karier, Thomas.
A note on wage rates in defense industries. Industrial relations, 26:195-200, Spring 1987.
Descriptors: *Pay research / *Pay rates--Research / *Defense contracts.

COMPENSATION (Cont'd)

10-16

Kaufman, Bruce E. and Paula E. Stephan.
Determinants of interindustry wage growth in the seventies. Industrial relations, 26:186-194, Spring 1987.
Descriptors: *Pay research / *Pay rates--Research.

10-17

Levine, Marvin J.
Comparable worth in the 1980s: will collective bargaining supplant legislative initiatives and judicial interpretations? Labor law journal, 38:323-334, June 1987.
Descriptors: *Pay rates / *Women--Pay / Federal government.

10-18

Martin, David C.
Factors influencing pay decisions: balancing managerial vulnerabilities. Human relations, 40:417-430, July 1987.
Descriptors: *Performance-based pay--Research.

10-19

Plachy, Roger J.
Compensation management: cases and applications--the point-factor job evaluation system: a step-by-step guide, Part 1. Compensation and benefits review, 19:12-27, July-August 1987.
Descriptors: *Compensation administration / *Job evaluation / *Factor evaluation system.

10-20

Schuster, Jay R. and Patricia K. Zingheim.
In hostile takeovers: protecting key personnel compensation. Compensation and benefits review, 19:44-47+, July-August 1987.
Descriptors: *Compensation / Surveys.

10-21

Tanner, Lucretia Dewey.
Gainsharing in the private and Federal sectors. Classifiers column (Classification and Compensation Society), 18:1-3, July 1987.
Descriptors: *Compensation / *Performance-based pay / *Productivity improvement / Federal government.

CONSULTANTS

10-22

Heightchew, Robert E., Jr.
Preparing for your second career as a consultant. Federal Managers quarterly (Federal Managers Association), p. 34-37, July 1987.
Descriptors: *Consultants / *Second careers.

COUNSELING

10-23

Griffith, T. J.

Want job improvement? Try counseling. Management solutions, 32:13-19, September 1987.

Descriptors: *Employee counseling.

DISCIPLINE

10-24

Greer, Charles R. and Chalmer E. Labig, Jr.

Employee reactions to disciplinary action. Human relations, 40:507-524, August 1987.

Descriptors: *Discipline--Research.

ELECTRONIC DATA PROCESSING

10-25

AI/Expert systems. Government computer news, 6:62+, August 28, 1987.

Partial contents: Emphasis on training illustrates acceptance of AI, by Ted Buswick; Army system speeds audits of employee evaluation, by Loren D. Martindale; Future office could rely on 'intelligent document,' by Michael Szczygiel and Haviland Wright.

Descriptors: *Artificial intelligence / *Records administration / *Performance evaluation / Federal government.

10-26

Bakst, Shelley.

Computer security: a management issue that must be reckoned with. Office, 106:42-44, August 1987.

Descriptors: *Electronic data processing departments--Security measures.

10-27

Bologna, G. J. (Jack).

The ethics of managing information. Journal of systems management, 38:28-30, August 1987.

Descriptors: *Electronic data processing personnel--Responsibilities / *Business ethics.

10-28

Foegen, J. H.

The menace of high-tech employment. Futurist (World Future Society), 21:38-41, September-October 1987.

Descriptors: *Offices--Automation / *Quality of working life / *Electronic data processing personnel / *Downgrading.

10-29

Hawkins, Donald T.

Artificial intelligence (AI) and expert systems for information professionals--basic AI terminology. Online, 11:91-98, September 1987.

Descriptors: *Artificial intelligence / *Artificial intelligence--Terminology.

ELECTRONIC DATA PROCESSING (Cont'd)

10-30

Johnson, Don S.

Artificial intelligence--secret weapon in the battle to improve productivity. Administrative management, 48:35-39, July 1987.

Descriptors: *Artificial intelligence--Case studies / *Productivity improvement--Case studies.

10-31

Madlin, Nancy.

Are your PCs out of control? Management review, 76:60-61, September 1987.

Descriptors: *Microcomputers / *Management.

EMPLOYEE CONDUCT

10-32

Kiechel, Walter, III.

The high cost of sexual harassment. Fortune, 116:147-148+, September 14, 1987.

Descriptors: *Harassment/ *Sexual ethics.

EMPLOYEE HEALTH AND MEDICAL CARE

10-33

Balzer, William K. and Kenneth I. Pargament.

The key to designing a successful employee assistance program. Personnel, 64:48-50+, July 1987.

Descriptors: *Health, Employee / *Counseling.

10-34

Chapnik, Elissa-Beth and Clifford M. Gross.

Evaluation, office improvements can reduce VDT operator problems. Occupational health and safety, 56:34-37, July 1987.

Descriptors: *Health, Employee / *Electronic data processing personnel.

10-35

Hamilton, Joan O'C. and others.

'No smoking' sweeps America. Business week, p. 40-43+, July 27, 1987.

Descriptors: *Smoking / *Health, Employee.

10-36 Ie568 .H34hm

Health care cost management: 1986, edited by Mary E. Brennan. Brookfield, Wis.: International Foundation of Employee Benefit Plans, 1986. 105 p.

Partial contents: Chap. 1. Legislative update, by Daniel P. Bourque; chap. 2. Health promotion and cost containment, by Robert J. Fluehr; chap. 3. New health care systems, by Philip Briggs; chap. 4. Ethical considerations in health care decisions, by Paul B. Hofmann; chap. 11. Retiree health benefits, by Jeffrey Petertill.

Descriptors: *Medical care--Conferences / *Medical care--Costs--Conferences / *Retirees--Insurance.

EMPLOYEE HEATH AND MEDICAL CARE (Cont'd)

10-37

Miners, Ian A. and Nick Nykodym.
Designing stress management systems. Journal of systems management, 38:16-20, August 1987.
Descriptors: *Stress, Psychological--Control / *Counseling.

10-38 Ie568 .Oclot

Occupational stress and organizational effectiveness, edited by Anne W. Riley and Stephen J. Zaccaro. New York: Praeger, 1987. 285 p.
Papers presented at the 7th annual Applied Behavioral Science Symposium, sponsored by the Department of Psychology at Virginia Polytechnic Institute and State University, held in 1984.
Descriptors: *Stress, Psychological--Conferences / *Organizational effectiveness--Conferences.

10-39

Raudsepp, Eugene.
Overcoming job-related stress. Supervision, 49:3-7, September 1987.
Descriptors: *Stress, Psychological--Control.

10-40

Walker, Virginia and William Evans.
Ready, set, go: wellness movement focuses business' efforts on improved worker fitness, health. Occupational health & safety, 56:12-13+, July 1987.
Descriptors: *Health benefit programs / *Physical fitness--Case studies.

10-41

Werner, D. Leonard and Jesse Rosenthal.
Worker problems can be flagged with vision screening program. Occupational health & safety, 56:26+, July 1987.
Descriptors: *Medical and physical examinations / *Health, Employee.

ETHICS

10-42

Ethics. Public management, 69:2-5+, August 1987.
Contents: Ethical problems today, by Revan A. F. Tranter; The critical role of states in the ethics process, by J. Peter Braun; The debates underpinning the ICMA Code of Ethics, by Karma Ruder; ICMA Code of Ethics with guidelines.
Descriptors: *Political ethics / *Civil service ethics.

10-43

Dwivedi, O. P.
Ethics, the public service and public policy: some comparative reflections. International journal of public administration, 10:21-50, August 1987.
Descriptors: *Political ethics--Comparative studies / *Policy formulation--Comparative studies / Canada / India / Papua New Guinea.

ETHICS (Cont'd)

10-44

Feldman, Daniel.

Ethical analysis in public policymaking: do you need it and can you do it? Policy studies journal, 15:441-460, March 1987.

Descriptors: *Political ethics--Research / *Policy formulation.

10-45

Hanson, Kirk O.

What good are ethics courses? Across the board, 24:10-11, September 1987.

Descriptors: *Business ethics--Study and teaching / *Executives--Ethics.

EXECUTIVES

10-46

Schilit, Warren Keith.

An examination of the influence of middle-level managers in formulating and implementing strategic decisions. Journal of management studies (Gt. Brit.), 24:271-293, May 1987.

Descriptors: *Middle managers--Responsibilities / *Middle managers--Characteristics.

10-47

Zoll, Ken.

Federal Management Institute. Federal Managers quarterly (Federal Managers Association), p. 24-25, July 1987.

Descriptors: *Executives--Societies / Federal government.

EXECUTIVES--ABILITIES AND CHARACTERISTICS

10-48

Dunsing, Richard J. and J. Kenneth Matejka.

Macho management: what HR professionals should watch for. Personnel, 64:62-64+, July 1987.

Descriptors: *Executives--Characteristics / *Executives--Abilities.

10-49

Fox, Joseph M. and Donald G. Zauderer.

Emotional maturity--an important executive quality. Management solutions, 32:40-45, September 1987.

Descriptors: *Executives--Characteristics.

10-50

Tunstall, W. Brooke.

Back to the future. New management, 5:4-9, Summer 1987.

Descriptors: *Executives--Abilities / *Executives--Characteristics / *Management development / *Leadership.

EXECUTIVES--COMPENSATION

10-51

Pfeffer, Jeffrey and Alison Davis-Blake.
Understanding organizational wage structures: a resource dependence approach. Academy of Management journal, 30:437-455, September 1987.
Descriptors: *College administrators--Pay / *Executives--Pay--Comparative studies / Literature reviews.

10-52

Woodworth, Warner.
The scandalous pay of the corporate elite. Business and society review, p. 22-26, Spring 1987.
Descriptors: *Executive compensation / *Executives--Pay.

EXECUTIVES--RESPONSIBILITIES

10-53

Cox, Mark M. and Debra A. Halladay.
HR executives in hospitals: a new part to play. Personnel administrator, 32:82-84+, August 1987.
Descriptors: *Hospital administrators--Responsibilities / *Personnel officers--Responsibilities.

EXECUTIVES--TRAINING

10-54 S/I

Botkin, James.
Balancing the education equation. World (Peat Marwick Main & Co.), 21:27, July-September 1987.
Descriptors: *Executives--Training / *Executives--Education.

10-55

Mirabile, Richard, David Caldwell and Charles O'Reilly.
Soft skills, hard numbers. Training, 24:53-56, August 1987.
Descriptors: *Executives--Training / *Training needs analysis / *Executives--Abilities.

HANDICAPPED

10-56

Kacena, Carolyn.
Hiring the hidden handicapped: employment of the deaf in libraries. Journal of library administration, 8:69-75, Spring 1987.
Descriptors: *Physically handicapped--Employment / *Deaf--Employment.

10-57

Symposium on disability policy. Policy studies journal, 15:551-590, March 1987.
Partial contents: The effect of prejudice on the wages of disabled workers, by William G. Johnson and James Lambrinos; Advertising the acceptably employable image: disability and capitalism, by Harlan Hahn.
Descriptors: *Physically handicapped--Employment / *Physically handicapped--Pay / *Prejudices and antipathies.

HOURS OF WORK

10-58

Blyton, Paul.

The working time debate in Western Europe. Industrial relations, 26:201-207, Spring 1987.

Descriptors: *Hours of work / *Work sharing / *Europe.

10-59

Thomas, Edward G.

Workers who set their own time clocks. Business and society review, p. 49-51, Spring 1987.

Descriptors: *Flexible working hours.

INSURANCE, HEALTH

10-60

Blostin, Allan P.

Mental health benefits financed by employers. Monthly labor review, 110:23-27, July 1987.

Descriptors: *Insurance, Mental health--Administration.

INTERNSHIP

10-61

Barber, Susanna.

What media internships really offer students! (Or matching skill use with the right agency.) Journal of cooperative education, 23:63-71, Spring 1987.

Descriptors: *Internship--Research / *Mass media.

10-62

Schwartz, Andrew E.

Are you making the most of that intern? Management solutions, 32:13-17, July 1987.

Descriptors: *Internship--Evaluation.

INTERVIEWING

10-63 Ie286 .M89d

Muldrow, Tressie W.

Developing and conducting interviews: some general guidance. Washington: U.S. Office of Personnel Management, 1987. 8 p. (OED Report 87-1)

Descriptors: *Interviewing / *Interviewers--Training / Federal government.

10-64

Paunonen, Sampo V. and Douglas N. Jackson.

Accuracy of interviewers and students in identifying the personality characteristics of personnel managers and computer programmers. Journal of vocational behavior, 31:26-36, August 1987.

Descriptors: *Interviewers--Evaluation / *Personnel directors--Characteristics / *Programmers--Characteristics.

JOB ANALYSIS

10-65

Conley, Patrick R. and Paul R. Sackett.
Effects of using high- versus low-performing job incumbents as sources of job-analysis information. Journal of applied psychology, 72:434-437, August 1987.
Descriptors: *Job analysis--Research / *Performance--Research.

10-66

Griffin, Ricky W. and others.
Objective and social factors as determinants of task perceptions and responses: an integrated perspective and empirical investigation. Academy of Management journal, 30:501-523, September 1987.
Descriptors: *Task analysis--Research / *Job factors--Research / *Job analysis--Research / Literature reviews.

10-67

Siegel, Gilbert B.
Education and training for the job analyst. Personnel, 64:68-73, July 1987.
Descriptors: *Job analysis / *Personnel officers--Training / *Personnel officers--Education / *Training courses of study.

10-68

Tessmer, Martin.
Applications of instructional design to job analysis. Performance & instruction, 26:5-8, July 1987.
Descriptors: *Job analysis--Methods.

JOB EVALUATION

10-69 Ie32 .H41j

Herndon, James Stanley.
Job analysis and job evaluation method choice: user qualifications and implications for applications and research. Ann Arbor, Mich.: University Microfilms, 1986. 160 p.
Thesis (Ph.D)--Old Dominion University.
Descriptors: *Job evaluation--Research / *Job analysis--Research.

JOB SATISFACTION

10-70

Carsten, Jeanne M. and Paul E. Spector.
Unemployment, job satisfaction, and employee turnover: a meta-analytic test of the Muchinsky model. Journal of applied psychology, 72:374-381, August 1987.
Descriptors: *Job satisfaction research / *Labor turnover rates--Research.

10-71

Frayne, Colette A. and Gary P. Latham.
Application of social learning theory to employee self-management of attendance. Journal of applied psychology, 72:387-392, August 1987.
Descriptors: *Job satisfaction research / *Absenteeism--Research.

JOB SATISFACTION (Cont'd)

10-72

Khaleque, A. and M. A. Rahman.
Perceived importance of job facets and overall job satisfaction of industrial workers. Human relations, 40:401-416, July 1987.
Descriptors: *Job satisfaction research / Literature reviews.

10-73

Wright, Roosevelt, Jr. and others.
Job satisfaction among black female managers: a causal approach. Human relations, 40:489-506, August 1987.
Descriptors: *Job satisfaction research / *Afro-American executives--Research / *Women executives--Research / *Afro-American women--Research.

LABOR FORCE

10-74

Horrigan, Michael W.
Time spent unemployed: a new look at data from the CPS. Monthly labor review, 110:3-15, July 1987.
CPS = Current Population Survey.
Descriptors: *Unemployed--Tables / *Labor supply--Tables.

10-75

Horvath, Francis W.
The pulse of economic change: displaced workers of 1981-85. Monthly labor review, 110:3-12, June 1987.
Descriptors: *Labor supply--Tables / *Unemployed--Tables.

10-76

Shapiro, Robert J. and Maureen Walsh.
The great jobs mismatch. U.S. news & world report, 103:42-43, September 7, 1987.
Descriptors: *Labor supply / *Employment forecasts / *Unskilled labor / *Skilled labor.

LABOR-MANAGEMENT RELATIONS

10-77

Fiorito, Jack, Christopher Lowman and Forrest D. Nelson.
The impact of human resource policies on union organizing. Industrial relations, 26:113-126, Spring 1987.
Descriptors: *Union organizing--Research / *Representation election--Research.

10-78

Gaertner, Karen N. and Gregory H. Gaertner.
Union membership and attitudes toward participation in determining conditions of work in the Federal government. Human relations, 40:431-444, July 1987.
Descriptors: *Unions--Research / *Labor-management relations / Federal government.

LABOR-MANAGEMENT RELATIONS (Cont'd)

10-79
Geber, Beverly.
Teaming up with unions. Training, 24:24-28+, August 1987.
Descriptors: *Labor-management relations--Case studies.

10-80
Mazany, Terry.
Decisions--decisions: six design principles for public sector labor-management cooperation and participative systems. Quality circles journal, 10:32-35, June 1987.
Descriptors: *Participative management / *Decision-making.

10-81
Rohrer, Robert.
Grievance: the misunderstood procedure. Supervision, 49:8-10, September 1987.
Descriptors: *Grievances / *Grievances--Procedures.

10-82
Unions: where they are, where they're going. Personnel administrator, 32:36-40+, July 1987.
Contents: State of the unions, by Kirkland Ropp; Decertifying a union: a matter of choice, by John G. Kilgour; Union organizing: new tactics for new times, by Kenneth Gilberg and Nancy Abrams; The flip side, by Robert McGlotten.
Descriptors: *Unions--Evaluation / *Union organizing.

LABOR TURNOVER

10-83
Abelson, Michael A.
Examination of avoidable and unavoidable turnover. Journal of applied psychology, 72:382-386, August 1987.
Descriptors: *Labor turnover causes--Research.

10-84
Employee turnover: measurement and control. Compensation and benefits review, 19:64-69, July-August 1987.
Reprinted from Small Business Report, February 1987.
Descriptors: *Labor turnover--Costs / *Labor turnover control.

10-85
Pfeffer, Jeffrey and Charles A. O'Reilly, III.
Hospital demography and turnover among nurses. Industrial relations, 26:158-173, Spring 1987.
Descriptors: *Labor turnover causes--Research / *Nurses.

LEADERSHIP

10-86
Fiedler, Fred E.
When to lead, when to stand back. Psychology today, 21:26-27, September 1987.
Descriptors: *Leadership / *Leadership styles.

LEADERSHIP (Cont'd)

10-87
Gardner, John W.
Leadership: a collaborative act. New management, 5:10-17, Summer 1987.
Descriptors: *Leadership.

10-88
Niehouse, Oliver.
The strategic nature of leadership. Management solutions, 32:27-34, July 1987.
Descriptors: *Leadership.

10-89
Tappan, David S., Jr. and others.
Four perspectives on the creative process. New management, 5:47-49, Summer 1987.
Descriptors: *Leadership / *Creative thinking.

10-90
Vecchio, Robert P.
Situational leadership theory: an examination of a prescriptive theory. Journal of applied psychology, 72:444-451, August 1987.
Descriptors: *Leadership--Research.

MANAGEMENT

10-91
Bowden, Carolyn G.
Federal agencies cooperate to standardize computer information. Federal Managers quarterly (Federal Managers Association), p. 18-19, July 1987.
Descriptors: *Information management / *Law enforcement--Automation / Federal government.

10-92
Ciotta, Peter.
The anatomy of a creative corporate culture. Journal of creative behavior, 21:145-152, 2nd quarter 1987.
Descriptors: *Management--Case studies / *Creative thinking--Case studies / *Organizations--Climate--Case studies.

10-93
Cohen, Allan.
Managing to payroll. Federal Managers quarterly (Federal Managers Association), p. 54-55, July 1987.
Descriptors: *Compensation administration / *U.S. Department of the Navy / Federal government.

10-94
Cottam, Keith M.
Professional identity and "intrapreneurial" behavior. Journal of library administration, 8:29-40, Spring 1987.
Descriptors: *Library administration / *Management methods / *Innovation.

10-95
Cox, Geraldine V.
When the unexpected happens. New management, 5:24-26, Summer 1987.
Descriptors: *Crisis management.

10-96
Crane, Teresa Yancey.
How to prevent a crisis. New management, 5:35-37, Summer 1987.
Descriptors: *Crisis management.

10-97
Douglass, Merrill E.
Do you have to suffer from all those interruptions? Management solutions, 32:40-43, July 1987.
Descriptors: *Time management.

10-98
Downes, Robin N.
Managing for innovation in the age of information technology. Journal of library administration, 8:77-84, Spring 1987.
Descriptors: *Information management / *Innovation.

10-99
Javidan, Mansour.
Perceived attributes of planning staff effectiveness. Journal of management studies (Gt. Brit.), 24:295-312, May 1987.
Descriptors: *Corporate planning--Research.

10-100
Kanter, Rosabeth Moss, Cynthia Ingols and Paul Myers.
The Delta-Western merger: 'the best get better.' Management review, 76:24-26, September 1987.
Descriptors: *Management--Case studies / *Change, Organizational--Case studies / *Corporate reorganization--Case studies.

10-101
Menkus, Belden.
Records managers fail to meet MIS challenge. Journal of systems management, 38:36-37, August 1987.
Descriptors: *Records administration / *Management information systems / *Executives--Responsibilities.

10-102
Meyers, Gerald C. and Patrick Langhoff.
Expecting the unexpected. New management, 5:21-23, Summer 1987.
Descriptors: *Crisis management.

10-103
Mitroff, Ian I. and Will McWinney.
Disaster by design and how to avoid it. Training, 24:33-34+, August 1987.
Descriptors: *Crisis management / *Management methods / *Organizational analysis.

10-104
Pace, Larry A.
Creative management through employee involvement in strategic planning. Journal of creative behavior, 21:129-135, 2nd quarter 1987.
Descriptors: *Management--Case studies / *Participative management--Case studies / *Planning--Case studies.

10-105
Riggs, Donald E.
Entrepreneurial spirit in strategic planning. Journal of library administration, 8:41-52, Spring 1987.
Descriptors: *Library administration--Planning / *Innovation.

10-106
Schleh, Edward C.
How to make executive decisions work. Management review, 76:49-53, September 1987.
Descriptors: *Management--Case studies / *Decision-making--Case studies.

10-107
Shalley, Christina E., Greg R. Oldham and Joseph F. Porac.
Effects of goal difficulty, goal-setting method, and expected external evaluation on intrinsic motivation. Academy of Management journal, 30:553-563, September 1987.
Descriptors: *Goal setting--Research / *Goals--Research / *Management by objectives--Research / Literature reviews.

10-108
Shenkar, Oded and Simcha Ronen.
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Descriptors: *Participative management--Comparative studies / *China / *Goals--Research.

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Descriptors: *Creative thinking / *Problem solving / *Innovation.

MANAGEMENT (Cont'd)

10-110
White, Herbert S.
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Descriptors: *Library administration / *Management methods / *Cost reduction.

10-111
Whiting, Bruce G.
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Descriptors: *Innovation / *Creative thinking / *Problem solving.

10-112
Willmott, Hugh.
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Descriptors: *Management--Study and teaching.

MANAGEMENT BY OBJECTIVES

10-113
Wood, Robert E., Edwin A. Locke and Anthony J. Mento.
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Descriptors: *Goal setting--Research / *Task analysis--Research.

MOTIVATION

10-114
Blanchard, Ken.
How to determine what motivates people. Federal Managers quarterly (Federal Managers Association), p. 26, July 1987.
Descriptors: *Motivation.

10-115
Ofner, J. Alan.
Keeping your high achievers motivated. Management solutions, 32:35-39, July 1987.
Descriptors: *Motivation.

10-116
Shapira, Zur.
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Descriptors: *Motivation research / *Executives--Attitudes--Research / *Incentives--Research.

OCCUPATIONS AND OCCUPATIONAL CHOICE

10-117
Blustein, David L. and Douglas C. Strohmer.
Vocational hypothesis testing in career decision-making. Journal of vocational behavior, 31:45-62, August 1987.
Descriptors: *Occupational choice--Research.

OCCUPATIONS AND OCCUPATIONAL CHOICE (Cont'd)

10-118

Chartrand, Judy M. and others.

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Descriptors: *Occupations--Evaluation / *Prestige--Research / Literature reviews.

ORGANIZATIONAL BEHAVIOR

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Davis, Charles R.

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Descriptors: *Organizational behavior--Research / *Personal development--Research.

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Diamond, Michael A. and Seth Allcorn.

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Descriptors: *Group dynamics--Research / *Group conflict--Research.

10-121

Whyte, William Foote.

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Descriptors: *Organizational behavior / *Organizational behavior--History.

ORGANIZATIONS

10-122

DeCotiis, Thomas A. and Timothy P. Summers.

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Descriptors: *Organizational commitment--Research.

10-123

Fennell, Mary L.

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Descriptors: *Organizational structure--Research / *Organizational characteristics--Research / Literature reviews.

10-124

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Descriptors: *Organizations, Nonprofit / *Organizations--Climate.

10-125

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Descriptors: *Organizational analysis.

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10-126
McMullen, Thomas B.
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Descriptors: *Organizational effectiveness / *Innovation.

10-127
Walsh, James P. and Robert D. Dewar.
Formalization and the organizational life cycle. Journal of management studies (Gt. Brit.), 24:215-231, May 1987.
Descriptors: *Organizational analysis--Research.

ORIENTATION

10-128
Kliem, Ralph Leonard.
Welcoming new employees the right way. Administrative management, 48:14-15, July 1987.
Descriptors: *Orientation / *New employees.

OVERSEAS PERSONNEL

10-129
Szakmary, Gary.
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Descriptors: *Career staffing--Case studies / *Overseas personnel--Selection--Case studies / Philippines.

PARTICIPATIVE MANAGEMENT

10-130
Bahr, Morton.
Participative decision making: CWA's approach. Quality circles journal, 10:18-24, June 1987.
Descriptors: *Participative management--Case studies / *Decision-making--Group method.

10-131
Cheal, A. Earl.
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Descriptors: *Quality circles--Automation.

10-132
Deppe, Joachim.
Quality circles in the Federal Republic of Germany: state-of-the-art and perspectives. Quality circles journal, 10:70-74, June 1987.
Descriptors: *Quality circles--Comparative studies / *Germany (West).

10-133
DeToro, Irving J.
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Descriptors: *Quality circles--Case studies.

PARTICIPATIVE MANAGEMENT (Cont'd)

10-134
Drago, Robert.
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Descriptors: *Quality circles--Evaluation.

10-135
Fischer, Ben.
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Descriptors: *Participative management / *Labor-management relations.

10-136
Schlossberg, Stephen I. and Steven M. Fetter.
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Descriptors: *Participative management--Law and legislation / *Labor-management relations--Law and legislation.

10-137
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Descriptors: *Participative management--Research / *Quality circles / *Unions.

10-138
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Descriptors: *Participative management--Research / *Organizational behavior--Research / Literature reviews.

PERFORMANCE MANAGEMENT

10-139
Ball, Cathy.
PMRS survey results. Federal Managers quarterly (Federal Managers Association), p. 30-31, July 1987.
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Descriptors: *Performance-based pay / *Executives--Pay / Federal government.

10-140
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Descriptors: *Performance evaluation.

PERFORMANCE MANAGEMENT (Cont'd)

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U.S. General Accounting Office.
Pay for performance: implementation of the performance management and recognition system. Report to Congressional requesters. Washington, 1987. 57 p. (B-203022) (GAO/GGD-87-28)
Descriptors: *Performance-based pay--Administration--Evaluation / Federal government.

PERSONNEL ADMINISTRATION

10-142

Krislov, Joseph and John Mead.
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Descriptors: *Industrial relations--Study and teaching / Surveys.

PERSONNEL POLICIES

10-143 S/I

Herman, G. Nicholas and Roger B. Bernholz.
Negligence in employee drug testing. Case & comment, 92:3-4+, July-August 1987.
Descriptors: *Medical and physical examinations--Law and legislation / *Medical and physical examinations--Cases / *Drug abusers--Personnel policies / *Employers' liability.

10-144

Masi, Dale A.
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Descriptors: *AIDS (Disease) / *AIDS (Disease)--Cases / *Personnel policies.

10-145

Schachter, Victor, Thomas E. Geidt and Susan von Seeburg.
Legal AIDS: an enlightened corporate policy. Across the board, 24:48-52, September 1987.
Descriptors: *AIDS (Disease)--Law and legislation / *Personnel policies.

PRODUCTIVITY

10-146

Flaherty, Sean.
Strike activity & productivity change: the U.S. auto industry. Industrial relations, 26:174-185, Spring 1987.
Descriptors: *Productivity--Research / *Strikes--Research / *Automotive industry workers.

10-147

Ilgen, Daniel R. and Carol F. Moore.
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Descriptors: *Performance--Research / *Feedback (Psychology)--Research.

PRODUCTIVITY (Cont'd)

10-148

Spraakman, Gary, Sandra Kogawa and Wanda Kogawa.
A survey of productivity improvement practices of Canadian organizations. Optimum (Canada), 18:85-102, no. 1 1987.
Descriptors: *Productivity improvement--Comparative studies / *Productivity improvement--Case studies / Canada.

PROFESSIONAL EMPLOYEES

10-149

Lemkau, Jeanne P.
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Descriptors: *Physicians--Research / *Burn out--Research / *Stress, Psychological--Research.

10-150

Raelin, Joseph A.
Job security for professionals. Personnel, 64:40-47, July 1987.
Descriptors: *Professional employees / *Job security / *Job security--Case studies.

PROMOTION

10-151

Morabito, Joseph.
Baby boomers: the young and the restless. Personnel administrator, 32:102-103+, July 1987.
Descriptors: *Promotion / *Relocation / *Geographic mobility.

PUBLIC ADMINISTRATION

10-152

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Descriptors: *Policy formulation--Research / *Public administration--Research.

10-153

Caudle, Sharon L.
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Descriptors: *Public administration--Case studies / *Management methods / *U.S. Office of Management and Budget / Federal government.

10-154

Coate, L. Edwin.
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Descriptors: *Management accountability / *Management methods / *U.S. Environmental Protection Agency / Federal government.

PUBLIC ADMINISTRATION (Cont'd)

10-155

Ryan, Richard W., Jeffrey A. Raffel and Catherine Lovell.
International students in U.S. public administration programs: profile, needs and program response. International journal of public administration, 10:51-76, August 1987.
Descriptors: *Public administration--Study and teaching / *Foreign students--Training / *Foreign students--Education.

10-156

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The practice of managing organization development in public sector organizations: reassessments, realities, and rewards. International journal of public administration, 10:131-153, September 1987.
Descriptors: *Public administration--Research / *Organization development--Evaluation.

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Descriptors: *U.S. Office of Personnel Management--Administration--Evaluation / *U.S. Merit Systems Protection Board--Administration--Evaluation / Federal government.

REDUCTION IN FORCE

10-158

Barbee, George E. L.
Downsizing with dignity: easing the pain of employee layoffs. Business and society review, p. 31-34, Spring 1987.
Descriptors: *Reduction in force / *Cost reduction.

10-159

Brown, Sharon P.
How often do workers receive advance notice of layoffs? Monthly labor review, 110:13-17, June 1987.
Descriptors: *Reduction in force.

10-160

Root, Lawrence S.
Britain's redundancy payments for displaced workers. Monthly labor review, 110:18-23, June 1987.
Descriptors: *Reduction in force--Comparative studies / *Great Britain.

RELOCATION

10-161

Driessnack, Carl H.
Spouse relocation: a moving experience. Personnel administrator, 32:94-96+, August 1987.
Descriptors: *Relocation / *Family (Sociological unit).

REMOVAL

10-162

Brooks, Gail.

Preemption of Federal labor law by the employment-at-will doctrine. Labor law journal, 38:335-347, June 1987.

Descriptors: *Removal--Cases.

RETIREMENT

10-163

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Descriptors: *Retirement planning / Federal government.

10-164

Hardy, Dorcas R.

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Descriptors: *Social security / *Retirement benefits.

10-165

Kosterlitz, Julie.

Promises to keep. National journal, 19:2138-2144, August 29, 1987.

Descriptors: *Pensions--Law and legislation / *Pension reform.

10-166

Liu, Lillian.

Social security reforms in Japan. Social Security bulletin, 50:29-37, August 1987.

Descriptors: *Social security / *Social security--Law and legislation / *Japan.

10-167

Maher, John J.

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Descriptors: *Retirement--Comparative studies / *Pension financing / Federal government.

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Stagg, Betty Malroy.

Health care for retired employees. New York: Conference Board, Inc., 1987. 15 p. (Research bulletin no. 202)

Descriptors: *Retirees--Insurance.

10-169

Sullivan, Michael J.

FERS or CSRS--the choice is yours. Federal Managers quarterly (Federal Managers Association), p. 38-39, July 1987.

Descriptors: *Retirement planning / Federal government.

SAFETY

10-170

Colonna, Guy R.

Confined space hazards dictate employee training improvements. Occupational health & safety, 56:21+, July 1987.

Descriptors: *Safety education / *Hazardous occupations / *Mine inspection / *Accidents--Prevention.

10-171

West, Ross.

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Descriptors: *Safety education.

SCIENTISTS AND ENGINEERS

10-172

Rogers, Brenda H. and William D. Weston.

A survey of recent engineering graduates: the relationship of cooperative education to job factors. Journal of cooperative education, 23:33-39, Spring 1987.

Descriptors: *Engineers--Attitudes / *Work-study programs.

SUPERVISION

10-173

Caskey, Clark.

The supervisory faceoff. Supervision, 49:14-17, September 1987.

Descriptors: *Supervisors / *Johari Window / *Self-evaluation.

10-174

Johnston, Sally A.

Dealing with a grieving employee. Management solutions, 32:18-26, July 1987.

Descriptors: *Supervisors--Responsibilities / *Supervision.

10-175

Nath, Ravinder and Barry Gilmore.

Managing computerized supervisory systems. Management solutions, 32:5-11, July 1987.

Descriptors: *Supervision--Automation.

10-176

Rogala and Associates, Inc.

Steps to successful employee relations. Supervision, 49:11+, September 1987.

Descriptors: *Supervision.

TESTS

10-177

Lowman, Rodney L. and Richard E. Williams.

Validity of self-ratings of abilities and competencies. Journal of vocational behavior, 31:1-13, August 1987.

Descriptors: *Tests, Vocational interest--Research / *Self-evaluation--Research.

TESTS (Cont'd)

10-178

Strahan, Robert F.

Measures of consistency for Holland-type codes. Journal of vocational behavior, 31:37-44, August 1987.

Descriptors: *Tests, Vocational interest--Evaluation.

THOUGHT AND THINKING

10-179

Gilbreath, Robert D.

Innovation: change as a rule. New management, 5:50-51, Summer 1987.

Descriptors: *Creative thinking / *Innovation.

10-180

Kohn, Alfie.

Art for art's sake. Psychology today, 21:52-57, September 1987.

Discusses the thought and work of Teresa Amabile, professor of psychology at Brandeis University.

Descriptors: *Creative thinking / *Creative ability.

10-181

Schaeffer, Dorothy.

Does creativity frighten you? Supervision, 49:24-26, September 1987.

Descriptors: *Creative thinking / *Supervisors--Responsibilities.

TRAINING

10-182

Hicks, William D. and Richard J. Klimoski.

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Descriptors: *Training administration--Research / *Training evaluation--Research / Literature reviews.

10-183

Jacobs, Ronald L. and Terry D. McGiffin.

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Descriptors: *On-the-job training / *Training methods.

10-184

Mikos, Roseann and others.

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Descriptors: *Training evaluation / *Training costs.

10-185

Willard, Carlisle B.

The Bed of Procrustes and the Navy's training development system. Performance & instruction, 26:30-33, July 1987.

Descriptors: *Training methods / *U.S. Department of the Navy / Federal government.

WOMEN--EMPLOYMENT

10-186

Steinbach, Carol F.

Women's movement II. National journal, 19:2145-2149, August 29, 1987.

Descriptors: *Women--Employment / *State law and legislation / Pay rates / Day care centers / Maternity leave / Family (Sociological unit).

10-187

Winfield, Fairlee E.

Workplace solutions for women under eldercare pressure. Personnel, 64:31-32+, July 1987.

Descriptors: *Women--Responsibilities / *Family (Sociological unit).

10-188

Work and family. Personnel administrator, 32:36-38+, August 1987.

Special issue.

Contents: Work vs. family: war of the worlds, by Dana E. Friedman; Work and family life: a delicate balance, by Veronica J. Schmidt and Norman A. Scott; Is work a family matter? by Shirley M. Dennis; Parenting time: whose problem is it? by Tal O'Carolan; Mission possible: meeting family demands, by Ronald F. Ribaric; Mission possible: cases in point, by Kirkland Ropp.

Descriptors: *Family (Sociological unit) / *Mothers--Employment / *Day care centers.

WORK LIFE

10-189

Church, George J.

The work ethic lives! Time, 130:40-42, September 7, 1987.

Descriptors: *Work values / *Moonlighting.

10-190

Heller, Barbara R. and Harry N. Heinemann.

The impact of structured and nonstructured work experiences on college students' attitudes, values, and academic performance. Journal of cooperative education, 23:19-32, Spring 1987.

Descriptors: *Work values--Research / *College students--Attitudes / *Work-study programs--Research.

WORKFORCE PLANNING

10-191 Id228 .J64w

Johnston, William B.

Workforce 2000: work and workers for the twenty-first century, by William B. Johnston and Arnold E. Packer. Indianapolis, Ind.: Hudson Institute, Inc., 1987. 117 p.

Descriptors: *Workforce planning / *Futures (of society) / *Labor force--Statistics.

YOUTH

10-192

Holzer, Harry J.

Job search by employed and unemployed youth. Industrial & labor relations review, 40:601-611, July 1987.

Descriptors: *Youth--Employment--Research / *Job search.